



Elk Grove Community  
Services District

**Department of  
Parks & Recreation**

*Adult League Soccer*



**Team and Manager Guidebook**

**9014 Bruceville Rd  
Elk Grove, CA 95758  
(916) 405-5600  
(916) 405-5659 (fax)**

Mandatory Managers Meeting

**2006**

Dear Manager,

Welcome to the Elk Grove CSD Department of Parks and Recreation Adult Soccer Program.

Please take the time to review the following pages, which contain our league rules and regulations. It is important that both you and your team become familiar with this information.

Should you have any questions, feel free to contact our office at 405-5600, Monday through Friday, between 8:00 AM and 9:00 PM and Saturdays from 8:00 AM to 1:00 PM.

Sincerely,

Marni Lutz  
Recreation Supervisor I

## **Adult Sports Office**

### **Location & Mailing Address**

Elk Grove CSD  
Department of Parks & Recreation  
9014 Bruceville Rd  
Elk Grove, CA 95758

### **Hours**

Monday-Friday  
8:00 AM – 9:00 PM  
Saturday  
8:00 AM – 1:00 PM  
Office is closed Sundays & holidays

### **Telephone**

(916) 405-5600

### **Staff**

Marni Lutz, Recreation Supervisor I  
Toni Lundgren, Recreation Supervisor II

### **Field Hotline**

(916) 405-5689

## **General Rules, Regulations & Policies**

### **Objective:**

The object of the EGCSO Adult Soccer Program is to promote and conduct a positive leisure time activity that encourages fitness, healthy competition and an atmosphere conducive for fun and fellowship.

### **Selection Process:**

Priority registration is not first come, first served. During the first week of "Regular Registration" teams are balanced out in the leagues on a priority basis as follows: 1) returning teams 2) resident teams and 3) lottery. Resident teams must have 60% or more players living in the EGCSO boundaries.

To maintain the objective as stated above, staff reserves the right to request that teams adjust their rosters based on previous year's experience.

### **Mandatory Managers Meeting:**

The meeting date is shown on the Adult Sports Page of the current activity guide. Please plan to attend to pick up team schedules. If you or a designated member of your team is unable to attend, please call the EGCSO office prior to the meeting date to request a time to pick up team schedules and review rules. It is important that your team is represented at this meeting to go over any changes in the rules, which may occur.

### **League Information:**

The Sports staff will make all league placement and schedules. Staff reserves the right to adjust league schedules. All possible notifications will be given to teams should it become necessary to change schedules.

### **League Fees:**

All league fees must be paid at the time of registration. Only one check per team may be submitted for payment. Cash, VISA and MasterCard are also accepted. Fees are used to offset operation costs including officials, staff, facilities, equipment and supplies, and awards. Any team issuing a NSF check will lose its priority, may be dropped from the league, and will be required to pay in cash or with VISA or MasterCard for any future league(s). Any team that issues a stop payment without notifying the CSO office will be billed for services rendered and may be barred from all future leagues.

### **Team Rosters:**

Each team must submit a final, completed team roster no later than the Managers Meeting. All team members must sign an official roster form with their complete address. Failure to do so

will result in league forfeiture. Teams found in violation of this rule will forfeit games where an ineligible player(s) participated. Managers cannot sign for players.

Note: Players may be added up to the fourth week of play (not after the fourth game) but must have verbal authorization from the Recreation Coordinator. Team managers must call the Recreation Coordinator one-week in advance of adding new player(s). Scorekeepers/officials cannot accept roster additions unless the Recreation Coordinator has given names to them.

**Playoffs:** Players must have participated in at least three (3) games to be eligible for the playoffs.

Maximum number of players allowed on the Team Roster:

Soccer – 23

**Insurance:**

No insurance of any kind is provided by EGCSD. Players participate with the “Assumption of Risk”. Assumption of Risk states that players know that injuries can occur during the course of a normal game with no fault to any party. Teams are encouraged to purchase private insurance if all individuals are not already covered. Softball teams may purchase insurance through ASA (consult your registration packet).

**Jewelry, Casts, Etc.:**

Participants are not allowed to wear jewelry, casts or any other items deemed as dangerous by the official(s).

**Clarification for Medical Protective Devices**

Players requiring use of medical protective devices, such as knee braces, may be allowed to do so at Referee's discretion. Braces made of plastic or including metal parts (hinges, etc) must be completely covered by at least ½ inch neoprene sleeves.

**Awards:**

Maximum number of awards issued is 23. This may exceed the eligible numbers of players on the roster.

Soccer – 23

*Players must be on the official roster and have played in a minimum of three (3) games to receive an award.*

Awards will be t-shirts. T-shirts will be selected by the Recreation Coordinator or designated staff. Sizes and number of shirts (not to exceed maximums as stated above) will be based on the roster.

**The Player:**

Players must be at least 18 years of age to play in any EGCSO League.

Players may be on only one team per league. Players may play in different leagues on different days.

### **Postponed or Suspended Games:**

Games postponed by EGCSO for any reason will be rescheduled if possible (usually at the end of the schedule or on the first playoff date if your league has playoffs). EGCSO reserves the right to schedule make-up games on a different night than that of the league and to postpone or cancel games, if necessary.

Games interrupted by injury or other unsafe playing conditions shall be restarted as soon as possible, unless it's a postponement by the Recreation Coordinator. If a game is postponed and the game has gone past the second half, EGCSO reserves the right to credit the team who was ahead with a victory. Canceled games will not be rescheduled unless canceled by the Recreation Coordinator. The Recreation Coordinator reserves the right to reschedule any game because of emergencies. Team managers should contact the Recreation Coordinator immediately if a team cannot be at the field by game time.

Teams should not "assume" when and what time a make up has been scheduled. If a team manager has not received a make up schedule, the manager is to call the Recreation Coordinator for game information.

### **Forfeits:**

Game time is forfeit time. The official's watch is the official time. See "Specific Rules" for number of players needed to start a game.

Any team that forfeits two (2) games during any given league will be ineligible for any post-season play. If no post-season play, teams with two (2) forfeits will not be eligible for first place.

### **Standing Sheets:**

Each week standings are available on the EGCSO Website ([www.egcsd.ca.gov](http://www.egcsd.ca.gov)). The standing sheet indicates the previous week's results and current standings. It is the manager's responsibility to check this sheet to make sure all games were recorded correctly. Failure to notify the scorekeeper in a timely fashion that a game was scored incorrectly may result in the game being recorded as originally reported. (This policy will be in effect for teams who enter the playoffs and didn't report a recording error before their last game).

### **Drinking, Smoking, & Food:**

All alcoholic beverages are banned from league events. Officials and EGCSO supervisors will enforce this rule.

**Note:** If the Scorekeeper or Official suspects alcohol use due to the player's unruly behavior, staff has the authority to banish the player and/or the team from further play.

**Litter:**

Team managers are responsible for picking up any litter his/her team may have left on the field or in parking lots. Gym Supervisors are responsible for having managers clean up their area. Not complying may mean forfeiture or suspension of the game.

**Lost & Found:**

All lost and found items submitted will be kept at the EGCSO office. EGCSO is not responsible for lost or stolen items.

**Umpires and Referees:**

Umpires and Referees are the officials of the game and have the authority to order a player, coach, manager or spectator to refrain from doing anything that affects or interferes with league rules and policies.

Officials have the authority to banish players, managers, or spectators from the game, the player's bench and the facility (i.e., park or field) for misconduct, delay of game, or for the good of the game.

Officials' decisions shall be final.

**Field Supervisors/Scorekeepers:**

The Field Supervisor or Scorekeeper shall file Incident and Accident Reports within 24 hours of any occurrence.

Any player who directs unsportsmanlike remarks towards the Scorekeeper or Gym/Field Supervisor shall be banished from the game. If the remarks continue after the player has been banished, the player shall be suspended from further play in the league. This includes players, coaches, or managers who abuse game or league officials after a game is completed.

**Unsportsmanlike Conduct – Team Responsibility:**

It is the team manager's responsibility to set an example of sportsmanship and fair play. The team manager is responsible for controlling the conduct of the team's players – before, during and after the game. Both the manager and the entire team can be held responsible for the conduct of any single individual on the team and/or spectators. If any individual player violates Player Code of Conduct (description follows) the manager or team can also receive the same penalty.

As of January 1, 1992 it is a felony offense to strike an official.

**Program Compliments/Concerns:**

EGCSD is proud of the programs that it offers and is constantly looking for improvements. Feel free to call the Recreation Supervisor at 405-5600 with compliments, concerns, questions, or recommendations about the program or staff.

**Playoffs:**

Playoffs are not guaranteed. Teams are guaranteed a minimum number of games. If the Recreation Coordinator cancels any regular season games, post-season games may be rescheduled so all teams have a minimum number of regular season games as set forth prior to the season. If your league has a playoff system, it is the manager's responsibility to know when his/her team is playing. EGCSD will not reschedule any games for teams assuming they are a different seed than what they are or for any verbal miscommunication. For your convenience, staff produces a seeding schedule on the final night of regular play. The following workday, the seeding will be made and a playoff schedule will be mailed to the manager at the address listed on the roster. Additionally, the Recreation Coordinator may have an incorrect or old address or phone number. If you don't receive playoff information prior to the scheduled playoff date, it is the manager's responsibility to call the Recreation Coordinator to verify playoff dates and times. If your league is a round robin format, a playoff game will be held only if two or more teams have the same record for first place. This game may be scheduled in accordance with the policies under "Postponed" games or teams could be required to remain until all games are completed on the final night of play and, if necessary, a playoff game will be played on that same night.

**Fairness Ruling:**

All rules within this handbook are to be taken as a whole. The Recreation Supervisor shall decide any conflicting statements. EGCSD reserves the right to make rulings in the best interest of the program that may not be specifically stated.

**Protests:**

Protests based on the accuracy of an official's judgment/call may not be filed.

Protest will be considered valid only if all official(s), scorekeeper and the opposing manager are notified at the time of the dispute and the game is officially recognized as being played under protest. All protests must be submitted in writing to the Recreation Coordinator before close of business the following workday of the disputed game. All protests must be submitted with a \$50 protest fee in order to be considered valid. Remit by money order, cashier's check (payable to EGCSD) or cash. The decision on a protested game will result in one of the following:

1. The protest is found invalid and the game score stands as played. The protest fee is forfeited.
2. The protest is found valid resulting in one of the following:
  - a. Game is forfeited in favor of the protesting team,
  - b. Game is replayed in its entirety,



- c. Game is replayed from the point in question; or
- d. Protest is found inconsequential (where if the correct ruling were applied the end result would have still been the same) and the game remains as scored.

EGCSD reserves the right to have the game replayed only if it affects the standings of the top teams. The protest fee will be returned.

- 3. Ineligible player – the protest will be held valid if the player is not on the office copy of the team roster or has not been added to the official roster. When a protest for ineligibility is allowed, the game shall be forfeited and be awarded to the protesting team.

**Note:** Officials and EGCSD Staff reserve the right to decline to ID an individual, if in their opinion, the protest was made beyond a reasonable period of time (see protest procedure). If a player is protested and no ID is available, the official reserves the decision to forfeit the game or continue the game under protest. If, in the opinion of the Recreation Coordinator, the protest was not made within a reasonable amount of time, the protest will not be recognized and the failure to produce an ID will not be subject to penalty.

Any protest submitted for protesting of minor points, or protests made when the game has been clearly decided will be denied. All games are expected to be played fairly and honestly. Any decision resulting from a protest by the Recreation Coordinator is final and not subject to appeal.

Any official or District staff may initiate a protest if not recognized by the opposing team. If opposing team initiates the protest they must follow through. At this point the official or EGCSD staff may not initiate the protest unless they feel there is a safety concern.

***Protest Procedure:***

The following procedures must be adhered to when filing a protest:

- 1. The official(s), scorekeeper and opposing manager are to be notified at the time of the point in question.
- 2. The Field Supervisor will note that the game is being played under protest and the protesting manager is to sign the acknowledgement.
- 3. The protesting manager will submit a detailed written protest and a \$50 deposit to the Recreation Coordinator before closing on the following workday (the scorekeeper has forms for this, one of which must be filled out immediately and given to the scorekeeper)
- 4. The protest must be filed immediately after the point in question. Protests will not be accepted after the point in question after the following:

Soccer – the next whistle

- 5. If the protest involves the question of player eligibility the protest must be made immediately following the first appearance of the individual in question.

6. If the protest involves the last play of the game, the manager must inform the field supervisor and opposing manager prior to leaving the field.

It is the manager's responsibility to protest in accordance with the above and as stated above and as stated in the League Rules for the respective sport. Failure to follow the correct procedures will jeopardize the protest. Please note that the Scorekeeper and/or official are there to accept the protest; not to inform you of how or when to protest.

### **Code of Conduct:**

The Code of Conduct is established by the Sacramento Metropolitan Official Association (SMOA) to serve as a guideline for member agencies on matters pertaining to the conduct of players, managers, and coaches. The Code outlines unacceptable behavior and suggests the minimum and maximum penalties for violations. Any and all ejections from EGCSO games will result in a minimum one game suspension for the game immediately following the game ejected from. This policy is automatic and does not require written confirmation from EGCSO to be effective.

Players, coaches, and managers shall abide by the Code of Conduct. Violation of the code, as outlined below, will result in disciplinary action.

All violations of the Code of Conduct, including all incidents resulting in a player ejection, will be filed as incident reports by the official or scorekeeper with the Recreation Coordinator within 24 hours of the incident and will then be reported to the SMOA. For action taken other than ejection only, the player and manager will be advised in writing of the penalty imposed. Players and Managers may file appeals with the Recreation Coordinator. The Recreation Coordinator will appoint an Eligibility and Reinstatement Committee to hear appeals. Appeals of the decision of the Eligibility and Reinstatement Committee shall be made to the GSSA Commissioner.

Any ejected player/coach/manager must leave the bench/dugout area immediately. Failure to do so may result in a maximum penalty for the violation. Any further action or disruption may result in the official ejecting the player or manager from the park or facility.

A player/coach/manager who is on probation for a Code of Conduct violation, and is reported for another violation of the Code of Conduct, will face double the normal penalty for the new violation. Any probation or suspension included in the penalty for the new violation will run consecutively with the former penalty.

### **No Player/Manager/Coach Shall:**

1. Be physically aggressive toward any player (teammate or opponent), official (umpire or scorekeeper), league director, agency representative, or spectator. This includes any unwanted physical contact including, but not limited to, shoving, or striking a person before, during or after a game. If during a game, the player will be immediately ejected.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension for 10 calendar years and probation for 10 additional calendar years

2. Use profanity and/or racial, sexual, religious or disability-based slurs, threats or intimidation before, during or after a game. Requesting or instructing another to intentionally cause injury or possible injury to another person. If, during a game, the responsible party will be immediately ejected.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension for five calendar years and five additional calendar years probation.

3. Be verbally abusive toward any player (teammate or opponent), official (umpire or scorekeeper), league director, tournament director, agency, representative or spectator. This includes, but is not limited to, use of profanity and/or racial slurs, harassment, threats, or intimidation before, during or after a game. If during a game the player will be immediately ejected.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension of two calendar years.

4. Refuse to abide by an official's decision.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension for one calendar year.

5. Appear on the field of play under the influence of alcohol or drugs.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension for eight games.

6. Use unnecessary roughness against an opposing player during a game.

Minimum Penalty: Immediate ejection and eight games probation.

Maximum Penalty: Suspension for five calendar years

7. Demonstrate dissension at an official's decision.

Minimum Penalty: Warning by the official.

Maximum Penalty: Immediate ejection, suspension for one game, and probation for eight games.

8. Unless the player is the manager or captain, discuss with an official any decision reached by that official.

Minimum Penalty: Warning by the official.

Maximum Penalty: Immediate ejection.

A local agency seeking to have an individual suspended throughout GSSA will request a hearing. An Eligibility and Reinstatement Committee will be appointed to hear the appeal.

## **Adult Coed Soccer Rules & Regulations**

### **I. Rules**

- A. All rules are in accordance of FIFA, except as specified herein. Officials – Three (3) officials will be scheduled for all league games.
- B. Game Time – The first game of the day will begin at 9:30am. All games thereafter will be scheduled at 1.5 hour increments. Game time is start time unless the previous game is not over. If this is the case, the next game will begin 5 minutes after the previous one ends.

### **II. Forfeits**

- A. Team - Each team shall consist of a minimum of 7 and maximum of 23 players on the roster. No team may reduce to less than 7 players.
- B. Teams must have at least seven (7) players at the start of the game that are dressed and are ready to play. The maximum number of players on the field per team is eleven (11). At no time will more than 5 males be allowed on the field. (Excluding the goalkeeper who may be of either gender)
- C. If a player leaves a game for any reason (other than ejection) and no substitute is available, the game may proceed as long as there are still at least seven (7) players present. If a player is ejected from a game and no substitute is available and there will be fewer than seven (7) players to continue play, that game will be forfeited.
- D. If a team forfeits two (2) games, that team will not be eligible for post-season play. If no post-season play, teams with two (2) forfeits will not be eligible for first place.
- E. Game time is forfeit time as determined by the officials.

### **III. Equipment**

- A. All players must wear a matching color jersey and number on the backside of the jersey. All jerseys must be tucked in at all times. Shirts will be tucked in to avoid hand and finger injuries. Goalkeepers are allowed to wear a jersey of a different color.
- B. Players are recommended to wear a protective mouthpiece.
- C. Metal cleats are not allowed in any EGCSO leagues. Only rubber cleated shoes are allowed. Shoes must be equipped so that there is no front cleat. Soccer cleats that have metal tips will not be allowed.
- D. Soccer Balls – Teams may use their own ball as long as it meets official size regulations. Official size for adult soccer is 5. EGCSO will provide a regulation ball for game use only. EGCSO balls will not be checked out.
- E. Shin Guards – All players are required to wear protective shin guards. There will be no exceptions. It is the responsibility of the player to provide his/her own guards. EGCSO will not provide shin guards.
- F. No jewelry will be allowed.

### **Clarification for Medical Protective Devices**

Players requiring use of medical protective devices, such as knee braces, may be allowed to do so at Referee's discretion. Braces made of plastic or including metal parts (hinges, etc) must be completely covered by at least ½ inch neoprene sleeves.

### **IV. Players and Substitutes**

- A. Players must be at least 18 years old and signed on the roster.
- B. Team rosters will consist of a minimum of 7 players and maximum 23 players.
- C. Completed rosters must be turned in prior to the first game. A player must be on the roster no later than four games through the league to be eligible for playoffs. After four (4) weeks the rosters will be frozen and no more changes will be allowed.
- D. Players may be added to the roster by completing a roster form with signature. Once a player is on the roster, they may not play with any other team in the league for the duration of that season.
- E. All players must be prepared to show identification.

## **V. Time**

- A. A coin will be tossed and the team that wins the toss picks the goal that they want to defend. The other team will get the kick off to begin the match.
- B. In the second half of the match the teams change ends and attack the opposite goals. The team who didn't kick off to begin the game will kick off to start the second half.
- C. Time will consist of two thirty-five minute running halves. The officials on the field will keep the clock. The clock will be adjusted for injury time and added on to the end of the half. The allowance for time lost is at the discretion of the referee.
- D. Halftime will last no longer than 5 minutes.
- E. Teams will be allowed unlimited substitutions. Substitutions will be allowed on throw-ins for the throwing team and for injury, as well as goal kicks, after a goal, and halftime for both teams.
- F. If a penalty kick has to be taken or retaken, the duration of either half is extended until the penalty kick is completed.
- G. Games ending in a tie will immediately go into a shootout situation. Each team will have 5 players that were on the field when regulation time ended take 1 shot on goal. No rebounds will be played. Teams will alternate shots. All shots will be done on the same goal. If there is still a tie after the first shootout, we will go to a 1 and 1 up to 11. If a tie still remains, the game will be recorded as a tie.

## **VI. Scoring**

- A. A goal scored by a male player is worth 1 point. A goal scored by a female player is worth 2 points.
- B. After a goal is scored, the team that was scored upon will get the next kickoff.

## **VII. Adult Coed Soccer Rules**

***\*FIFA rules apply including those listed here:***

- A. Once the goalkeeper has possession of the ball, no body contact is allowed. One hand on a stationary ball constitutes possession. Any flagrant or aggressive play toward the goalkeeper shall result in a yellow card or ejection at the discretion of the referee.
- B. No slide tackling is allowed. Slide tackling is defined as the following: a player may not play or attempt to play a ball by sliding on the ground within the playing presence of another player. This includes both offensive and defensive play against either an opponent or a teammate. It is however legal to play a ball while sliding provided the play is away from other players. Slide tackling constitutes dangerous play and the referee will award a free kick at the spot of the foul. A slide tackle made in the penalty box is normally a dangerous play and will be awarded an indirect free kick. But, if contact is

made by the keeper with cleats up, the referee will determine if it will be a penalty kick. The referee may also issue a yellow or red card to the penalized player if he/she feels it is appropriate.

- C. The goalkeeper may slide (but not slide tackle) to play a ball.
- D. There shall be no handball penalty for a woman if she is protecting her chest area.
- E. When a woman is attempting to play a high ball, a man may move in to take away a play from her, however, if the play appears dangerous, a yellow or red card may be given at the discretion of the referee.
- F. All players shall be responsible for taking reasonable precautions when initiating contact. Overly aggressive play or unnecessary contact will constitute a major foul. The EGCSO Code of Conduct will govern all play.
- G. Drop balls can be taken by a man or woman. The ball **MUST** hit the ground before either person can touch it. If it is touched prior to hitting the ground, the drop ball will be retaken.
- H. Only the team captain(s) may discuss a call with the referee.
- I. Any player receiving a yellow card must sit out 5 minutes of play. Any player receiving a red card is ejected from the remainder of the game and is suspended for their team's following game.
- J. Goalkeepers may only wear hats or visors with soft bills. This is subject to the referee's approval. Bandanas will be allowed. Hair control devices may be worn if made of soft material.
- K. Sunglasses will not be allowed. There will be no exceptions.

### **VIII. Common Rules**

- A. Offside. Pick up an updated rulebook and learn this rule completely. This is the most commonly misunderstood rule of the game.

#### **A player is offside if:**

- 1.) He is nearer to his opponent's goal line than both the ball and the second to last opponent.

#### **A player is not offside if:**

- 1.) He is in his own half of the field of play.
- 2.) He is level with the last two (2) opponents.
- 3.) A player receives the ball directly from a goal kick, throw-in, or corner kick.

- B. Obstruction or screening is not allowed.
- C. A handball is from the top, outside of the shoulder to the end of the fingertip.
- D. There are intentional and unintentional handballs. The referee will make the decision.
- E. Always play the referee's whistle. Never assume a foul or stoppage.
- F. Any player who undercuts an opponent attempting to play a high ball will receive a yellow card and possibly a red card, depending on the severity of the action.
- G. Kicks above the waist are not allowed if it endangers another player.
- H. The ball is in play until it passes **completely** over the touch/side line or goal line.
- I. All opponents must be at least ten (10) yards from the ball on a free kick.
- J. On a kickoff, the ball is in play when the team who has the kickoff has touched it. The player who kicked off may not touch the ball again until another player on the field has touched the ball.
- K. A goal may be scored off of a goal kick.

#### **Free Kicks:**

**Direct kick:** The ball is not required to touch another player before going into the goal.

**Indirect kick:** The ball must touch at least one (1) player, other than the kicker, before going into the goal in order for the goal to be counted.

**Penalty kick:** When a penalty takes place within the penalty box, the player gets a direct kick from the penalty marker inside the penalty box. The ball is in play once it is kicked forward and cannot be touched again by the kicker until another player has touched it. All players, other than the kicker and the goalie, must start outside of the penalty box until the ball has been put in play.

#### **Goalkeepers:**

- L. The referee must approve gloves worn by goalkeepers.
- M. The goalkeeper has six (6) seconds to put the ball back into play once they have gained possession.
- N. The goalkeeper may not handle a ball that has been **intentionally** played back to them by a teammate's foot or throw-in.



- O. The goalkeeper may move along their goal line between the goal posts prior to a penalty kick.

*All other rules as stated within this handout will apply to all leagues. Any rule may be changed without notice to program participants. If a change is made, each team will be notified as soon as it is necessary.*